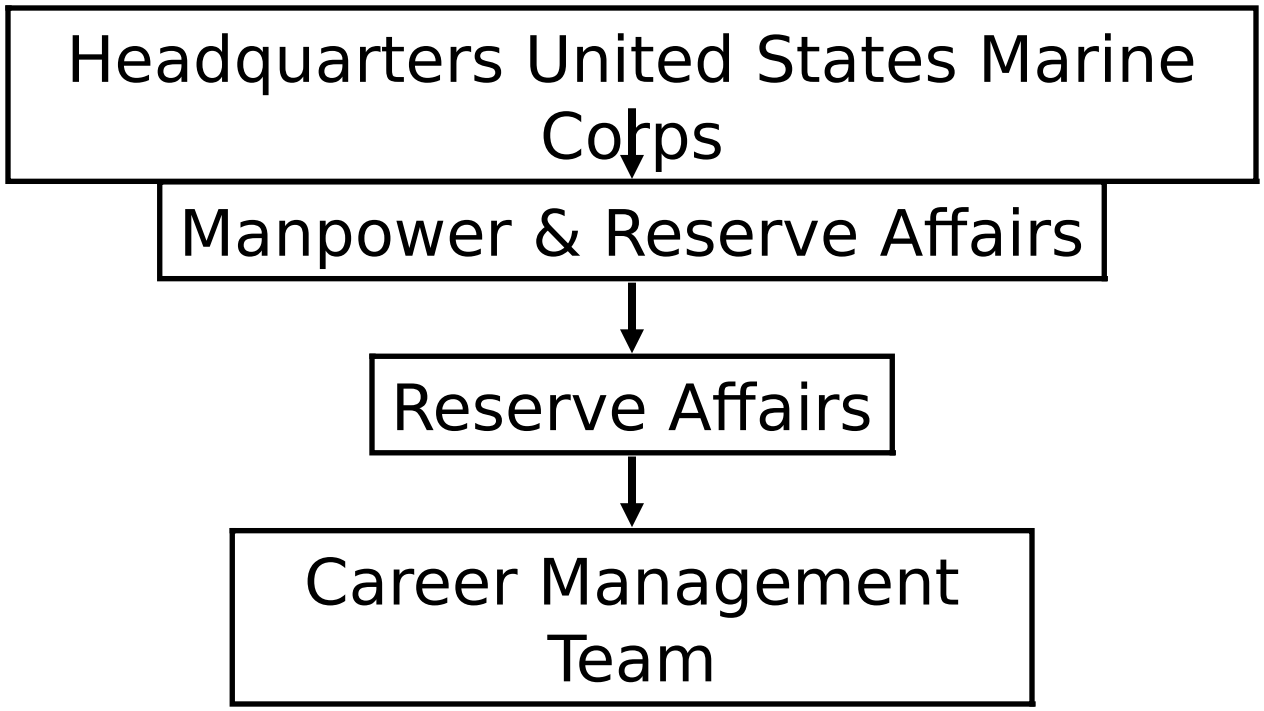
EXTENSIONS OF ENLISTMENT

Career Management Team
Reserve Affairs Division
M&RA HQMC
MSgt Maciel, G. A.

Career Management Team

09/04/16



- Mission: Provide a centralized source of career information and assistance to Reserve Marines, to include reenlistment and extension/lateral move approval, career counseling, billet referral and reserve commission processing.

OVERVIEW

- Voluntary extensions of enlistment
- Cancellation of voluntary extensions of enlistment
- Involuntary extensions of enlistment
- Enlisted Marines undergoing medical treatment

OVERVIEW

- Agreement to Extend Enlistment (1133) NAVMC 321a
- Detailed instructions for completing the NAVMC 321a
- Distribution of the completed NAVMC 321a

VOLUNTARY EXTENSIONS OF ENLISTMENT

- Prerequisites for extension
  - Does not constitute full screening of reenlistment prerequisites.
  - Extensions greater than 6 months require a current PFT.

VOLUNTARY EXTENSIONS OF ENLISTMENT

- Purpose
  - Sufficient obligated service.
  - Allows a Marine to serve a tour of specified length.
  - Not to be used in lieu of reenlistments.

VOLUNTARY EXTENSIONS OF ENLISTMENT

- CMC (MMEA-6 or CMT) authority
  - Exercises, operations and unit deployments
  - Humanitarian circumstances
  - Reenlistment / Transition

VOLUNTARY EXTENSIONS OF ENLISTMENT

- CMC (MMEA-6) authority (cont.)
  - Tour II extensions for First-term Marines
    - CG approvals forwarded to MMEA-12 via Naval Message
    - Crossing FY

VOLUNTARY EXTENSIONS OF ENLISTMENT

- CMC (MMEA-6) authority (cont.)
  - Fleet Marine Corps Reserve (FMCR)
  - Cancellation of transfer to the FMCR
  - Pregnant Marine / Spouse
  - Successfully complete substance abuse program
    - 12 month observation period

VOLUNTARY EXTENSIONS OF ENLISTMENT

- Local command authority
  - One time
    - Active & AR = one time 1 month
    - Reserve = one time 3 months
  - Fit for full duty
    - 3 months
  - Permanent Change of Station / Temporary Assignment Duty (TAD)
    - 12 months (min obligation) (AD only)

VOLUNTARY EXTENSIONS OF ENLISTMENT

- Local command authority (cont.)
  - Marine Security Guard (MSG) Battalion
    - First-term Marines up to 23 months
      - HQMC may grant more (case by case)
    - Minimum of 38 months to attend school
    - Reenlist in FY of original EAS

VOLUNTARY EXTENSIONS OF ENLISTMENT

- Local command authority (cont.)
  - Obligated service for promotion
    - Extend up to 23 months
    - Command not authorized to extend Marine beyond 30 years (only CMC).

VOLUNTARY EXTENSIONS OF ENLISTMENT

- Telephonic extensions
  - Waiting for a response to a RELM (AD only)
  - Local Command executed already
- Commanding General authority
  - Authorized to extend First-term Marines for deployment
  - Can not cross FY
  - Approved list forwarded to MMEA-12

CANCELLATION OF VOLUNTARY EXTENSION AGREEMENT

- Not authorized on or after the effective date
- Only be separated by a discharge or a transfer to the FMCR
- An erroneous extension which is in effect must be submitted to the CMC (MMSR) per MCO P1900.16 (MARCORSEPMAN)

CANCELLATION OF VOLUNTARY EXTENSION AGREEMENT

- **Commanders are authorized to cancel an extension of enlistment upon approval from CMC under the following circumstances:**
  - When the Marine's performance of duty so warrants
  - When the Marine's physical condition so warrants
    - Assignment to weight control or limited duty
  - When the Marine is declared a deserter
  - When a AD Marine extends to attend a service school and is dropped for failure to maintain satisfactory progress or because of misconduct. (Reserve will NOT be canceled)

CANCELLATION OF VOLUNTARY EXTENSION AGREEMENT

- **Cancel an extension of enlistment upon approval from CMC under the following circumstances (cont):**
  - When a AD Marine, by own volition, becomes unqualified for any incentive granted in conjunction with the extension.
  - When a RESERVE Marine has extended for a special reason (i.e., to attend a service school, AR program, ect.) and through no fault of the Marine, has failed to receive the benefit for the extension.

CANCELLATION OF VOLUNTARY EXTENSION AGREEMENT

- Circumstances not covered will be submitted to the CMC (MMEA-6 or CMT) for final determination.
- When canceling before the effective date:
  - write the word “CANCELED”
  - State the reason for canceling the extension on the NAVMC 321a
  - Place on “docs” side of SRB

CANCELLATION OF VOLUNTARY EXTENSION AGREEMENT

- When canceling before the effective date (cont.):
  - Report the cancellation on the unit diary per MCO P1080.40 (MCTFSPRIUM)
  - Cancellation of an extension agreement does not bar executing another extension agreement
    - Provided the individual is eligible

INVOLUNTARY EXTENSIONS OF ENLISTMENT

- **<u>An involuntary extension</u>:**
  - Retained beyond the normal expiration date of enlistment
  - For either a definite or an indefinite period

INVOLUNTARY EXTENSIONS OF ENLISTMENT

- **<u>An involuntary extension (cont.)</u>:**

  – The 3 types of involuntary extensions
    - Legal hold
    - Stop loss
    - Medical hold

- Admin procedures found in MCO P1080.40 (MCTFSPRIUM).

INVOLUNTARY EXTENSIONS OF ENLISTMENT

- **<u>Legal hold</u>:**
  - Marine is required to remain beyond EAS
    - Serve as a witness for a court martial
    - To be tried on a court martial

INVOLUNTARY EXTENSIONS OF ENLISTMENT

- **<u>Legal hold (cont.)</u>:**
  - A code of CofGL will be entered in place of an EAS
  - Re-establish an EAS to allow sufficient time to process out or submit for reenlistment

INVOLUNTARY EXTENSIONS OF ENLISTMENT

- **Stop Loss:**
  - A short-term policy that stabilizes Marines in their current assignment by preventing them from leaving the Corps at the end of their service
  - Normally occurs during times of war
  - Certain MOS and critical billets or it may include all MOS

INVOLUNTARY EXTENSIONS OF ENLISTMENT

- **<u>Stop Loss (cont.)</u>:**
  - Specific guidelines will be released
  - Approved by Secretary of the Navy
  - Stop loss will be run by the S-1 not by the CRS

INVOLUNTARY EXTENSIONS OF ENLISTMENT

- **<u>Medical Hold</u>:**
  - Medical officer has determined it necessary to retain the Marine to continue medical treatment
  - Medical hold run by administration section

ENLISTED MARINES UNDERGOING MEDICAL TREATMENT

- **<u>In the line-of-duty or not due to misconduct</u>:**
  - Marines hospitalized/medical treatment
  - Incurred in the line-of-duty
  - Not caused by misconduct
  - Marines consent required for voluntary medical hold

ENLISTED MARINES UNDERGOING MEDICAL TREATMENT

- **<u>In the line-of-duty or not due to misconduct (cont.)</u>:**
  - Retained on active duty beyond the date of EAS
  - Meet the physical requirements for release
  - Recovery to such an extent is impossible, whichever is earliest

ENLISTED MARINES UNDERGOING MEDICAL TREATMENT

- **<u>In the line-of-duty or not due to misconduct (cont.)</u>**:
  - Held beyond the EAS in cases of mental incompetence or physical incapacity
  - Retention may be authorized in meritorious cases
  - A code of CofGM will be entered in place of an EAS

ENLISTED MARINES UNDERGOING MEDICAL TREATMENT

- **Not in the line-of-duty or due to misconduct**:
  - Reach EAS while under treatment for disease or injury
    - Will not be extended under for-mentioned conditions
  - Medical board will convene for recommendation
    - If found not physically fit for service or reenlistment, separate for disability immediately rather than at EAS

ENLISTED MARINES UNDERGOING MEDICAL TREATMENT

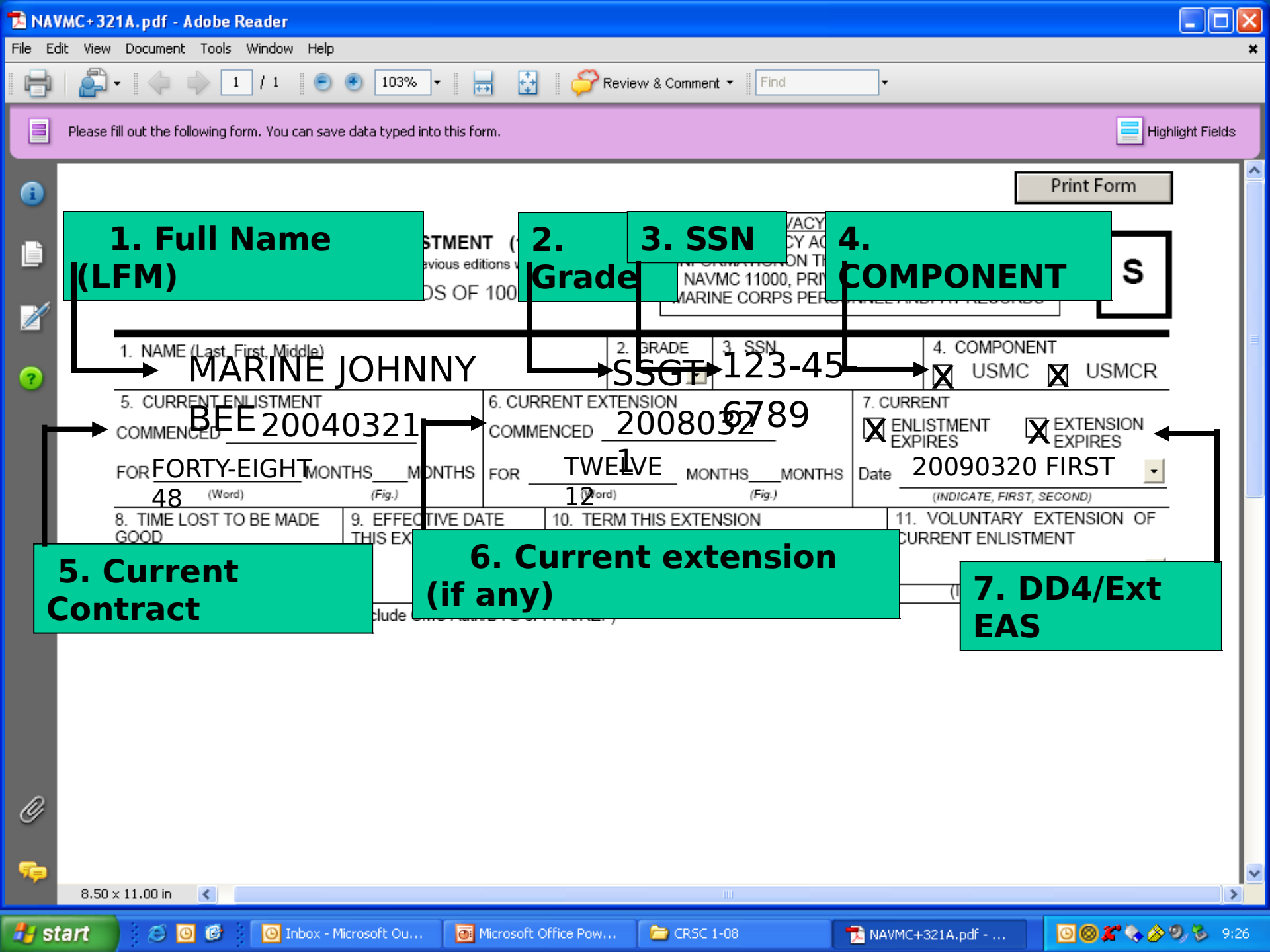
- **Reserve Marines**:
  - Guidance found in MCO P1040R.35_
    - 30 days or more on active duty
    - Less then 30 days of active duty
    - Not on active duty
    - Injured while not on duty
  - Seek guidance from CMC (CMT)
    - All cases vary, policy changes all the time

AGREEMENT TO EXTEND ENLISTMENT (1133) NAVMC 321a

- Basic document used to effect voluntary extensions of enlistment
- Complete the agreement before or on the expiration date of enlistment (Unless Involuntary)

DETAILED INSTRUCTIONS FOR THE NAVMC 321a

- Prepare the document in duplicate
- Both the original and the duplicate must bear original signatures
- Any erasures or corrections will necessitate a complete retyping of the form
- All typed text will be in **CAPITAL** LETTERS!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Please fill out the following form. You can save data typed into this form.
Highlight Fields
Print Form
1. Full Name (LFM)
2. Grade
3. SSN
4. COMPONENT
5. Current Contract
6. Current extension (if any)
7. DD4/Ext EAS
1. NAME (Last, First, Middle)
MARINE JOHNNY
2. GRADE
SSGT
3. SSN
123-45 6789
4. COMPONENT
USMC
USMCR
5. CURRENT ENLISTMENT
COMMENCED
BEE 20040321
FOR FORTY-EIGHT MONTHS MONTHS
48 (Word) (Fig.)
6. CURRENT EXTENSION
COMMENCED
20080321
FOR TWELVE MONTHS MONTHS
12 (Word) (Fig.)
7. CURRENT
ENLISTMENT EXPIRES
EXTENSION EXPIRES
Date 20090320 FIRST
(INDICATE, FIRST, SECOND)
8. TIME LOST TO BE MADE GOOD
9. EFFECTIVE DATE
10. TERM THIS EXTENSION
11. VOLUNTARY EXTENSION OF CURRENT ENLISTMENT
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Print Form

AGREEMENT TO EXTEND ENLISTMENT (1133)
NAVMC 321a (REV. 10-06) (EF) (Previous editions will not be used)
SN: 0109-LF-062-9200 U/I: PADS OF 100

PRIVACY ACT STATEMENT
THE PRIVACY ACT STATEMENT FOR THIS INFORMATIONON THIS FORM IS CONTAINED ON NAVMC 11000, PRIVACYACT STATEMENT FOR MARINE CORPS PERSONNEL ANDPAY RECORDS

S

1. NAME (Last, First, Middle)	2. GRADE	3. SSN	4. COMPONENT
MARINE JOHNNY BEE	SSGT	123-45-6789	[X] USMC [ ] USMCR

5. CURRENT ENLISTMENT	6. CURRENT EXTENSION	7. CURRENT
COMMENCED 20040321	COMMENCED 20080321	[ ] ENLISTMENT EXPIRES [X] EXTENSION EXPIRES
FOR FORTY-EIGHT (Word) MONTHS ___ MONTHS 48 (Fig.)	FOR TWELVE (Word) MONTHS ___ MONTHS 12 (Fig.)	Date 20090320 FIRST (INDICATE, FIRST, SECOND)

8. TIME LOST TO BE MADE GOOD	9. EFFECTIVE DATE THIS EXTENSION	10. TERM THIS EXTENSION	11. VOLUNTARY EXTENSION OF CURRENT ENLISTMENT
ZERO DAYS	20090321	TWELVE (Word) MONTHS 12 (Fig.) MONTHS.	SECOND (Indicate, first, second)

12. Specific reason for extending: (Include CMC Auth/DTG or PAR/REF)

8. Time off Contract

9. Day after EAS

10. Term this Ext

11. Ext #

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COMMENCED 20040321	COMMENCED 20080321	[ ] ENLISTMENT EXPIRES [X] EXTENSION EXPIRES
FOR FORTY-EIGHT (Word) MONTHS ___ MONTHS 48 (Fig.)	FOR TWELVE (Word) MONTHS ___ MONTHS 12 (Fig.)	Date 20090320 FIRST (INDICATE, FIRST, SECOND)

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ZERO DAYS	20090321	TWELVE (Word) MONTHS 48 (Fig.) MONTHS.	(Inc

12. Specific reason for extending: (Include CMC Auth/DTG or PAR/REF)

TO DEPLOY WITH V15.

AUTHORITY: TFRS-62VCVX.

I DO NOT DESIRE PAYMENT OF MY LUMP-SUM LEAVE.

12. Remarks

- **Reason**
- **Authority**
- **LSL option (1st Ext)**

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LUMP-SUM LEAVE

- Take the following action within 30 days prior to the effective date of the extension:
  - On the first extension of enlistment, the Marine must elect whether to receive payment of lump-sum leave (LSL)
    - The following entry will be made if the Marine declines
      - ✓ “I do not desire payment of my lump-sum leave”

LUMP-SUM LEAVE

- Take the following action within 30 days prior to the effective date of the extension (cont.):
  - Marine may carry forward advance leave balance
    - If elected, the following entry will be made
      - ✓ "I elect to carry my entire advance leave balance forward to my new period of service"
    - Advise Marines that advance leave not carried forward is charged as excess leave and results in a pay account deduction

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SNM will read 13 through 15

Note: (MMSB/SRB)

(2) Signed Originals

13. (Applicable if individual is extending to attend a service school.) I understand that this extension of enlistment will not be canceled in the event I am dropped from the course due to my lack of application or misconduct on my part.

14. I understand that once this extension of enlistme , I understand extension of enlistment normally count as additional obligated ser

15. I understand that under the terms of this extensi bligations of my enlistment contract for the period of the extension.

16. I CERTIFY that to the best of my knowledge and belief I have no serious physical defects or illness.

16. Sign full signature (FML)

17. Date signed

Printed name, rank, branch & Signature

Unit/Station of Marine

SIGNATURE **Johnny Bee Marine**
(First Name) (Middle Name) (Last Name)

APRIL A.D. **2008**

ee Instructions for items 17)

OFFICIAL: **FRED W. DIRT, CAPT, USMC** **Fred W. Dirt**
(if an officer of the Armed Forces, give rank and service)

ORGANIZATION AND STATION: **1st BN 5th MAR BOX 555453 CPEN CA 92055 5438**

18. Service Representative.

PREPARED BY: _____ RANK: _____

ORGANIZATION AND STATION _____

SERVICE REPRESENTATIVE SIGNATURE _____

REFER TO MCO P1040.31___ FOR DETAILED INSTRUCTIONS ON COMPLETION OF THIS FORM.

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Note: (MMSB/SRB)

(2) Signed Originals

13. (Applicable if individual is extending to attend a service school.) I understand that this extension of enlistment will not be canceled in the event I am dropped from the course due to my lack of application or misconduct on my part.

14. I understand that once this extension of enlistment has become effective it cannot be canceled for any reason. Also, I understand extension of enlistment normally count as additional obligated service for SRBP calculations.

15. I understand that under the terms of this extension agreement I will continue to be subject to all the provisions and obligations of my enlistment contract for the period of the extension.

16. I CERTIFY that to the best of my knowledge and belief I have no serious physical defects or illness.

SIGNATURE **Johnny Bee Marine**
(First Name) (Middle Name) (Last Name)

17. Subscribed and sworn before me this **14TH** day of **APRIL** A.D. **2008**

(See Instructions for items 17)

SIGNATURE OF ADMINISTERING OFFICER OFFICIAL: **FRED W. DI PT, USMC Fred W. Dirt**
(if an officer of s, give rank and service)

18. CRS/Preparer full name

Rank

ATION: **1ST BN 5TH MAR BOX 555453 CPEN CA 92055 5438**

18. Service Representative.

PREPARED BY: **MILTON BRADLEY** RANK: **SGT**

ORGANIZATION AND STATION

SERVICE REPRESENTATIVE SIGNATURE

REFER TO MCO P1040.31___ FOR DETAILED INSTRUCTIONS ON COMPLETION OF THIS FORM.

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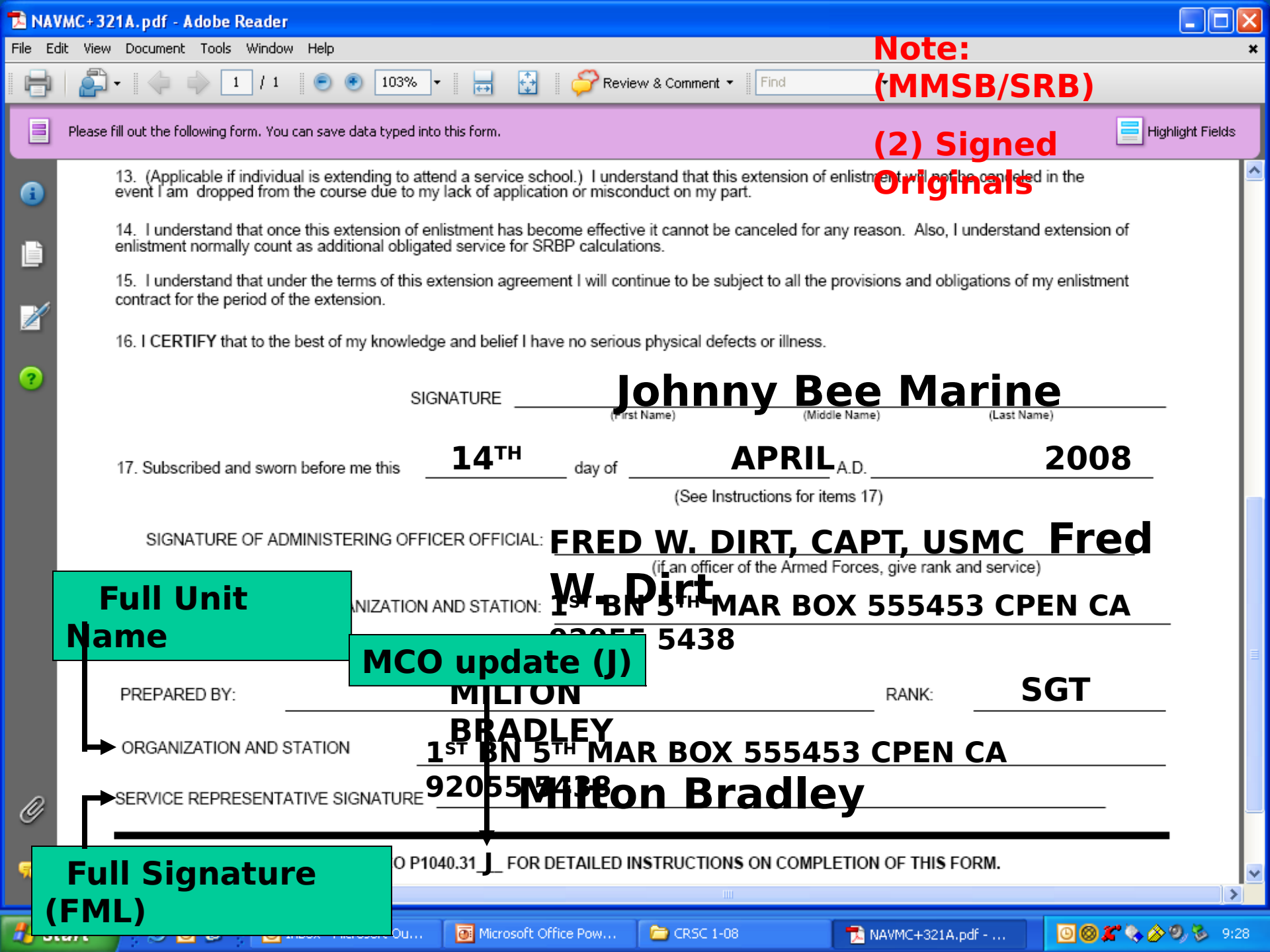
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Note: (MMSB/SRB)
(2) Signed Originals
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15. I understand that under the terms of this extension agreement I will continue to be subject to all the provisions and obligations of my enlistment contract for the period of the extension.
16. I CERTIFY that to the best of my knowledge and belief I have no serious physical defects or illness.
SIGNATURE Johnny Bee Marine
(First Name) (Middle Name) (Last Name)
17. Subscribed and sworn before me this 14TH day of APRIL A.D. 2008
(See Instructions for items 17)
SIGNATURE OF ADMINISTERING OFFICER OFFICIAL: FRED W. DIRT, CAPT, USMC
(if an officer of the Armed Forces, give rank and service)
Fred W. Dirt
Full Unit Name
NIZATION AND STATION: 1ST BN 5TH MAR BOX 555453 CPEN CA 92055 5438
MCO update (J)
PREPARED BY: MILTON BRADLEY
RANK: SGT
ORGANIZATION AND STATION 1ST BN 5TH MAR BOX 555453 CPEN CA 92055 5438
SERVICE REPRESENTATIVE SIGNATURE Milton Bradley
Full Signature (FML)
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DETAILED INSTRUCTIONS FOR THE NAVMC 321a

- Report the execution of the agreement to extend enlistment on unit diary

- Verify via MCTFS that the agreement to extend enlistment has posted

DISTRIBUTION OF THE COMPLETED NAVMC 321a

- First original is filed in the SRB on top of the enlistment contract
- Second forwarded to:
  - **CMC MMSB 20**
    2008 ELLIOT ROAD SUITE 114
    QUANTICO VA 22134-5030
- One additional copy will be kept in the Marine's folder
- One for the Marine, Id card, Base Sticker

SUMMARY

- Voluntary extensions of enlistment
- Cancellation of voluntary extensions of enlistment
- Involuntary extensions of enlistment
- Enlisted Marines undergoing medical treatment

SUMMARY

- Agreement to Extend Enlistment (1133) NAVMC 321a
- Detailed instructions for completing a NAVMC 321a
- Distribution of the completed NAVMC 321a

Career Management Team

Any

Questions

?????

Contact Us!

1. **Telephone numbers:**
   a. **Toll free: 1-877-415-9275 Option 5.**
   b. **Commercial: (703) 784-9128/9129.**
   c. **DSN: 278-9128/9129**

2. **Website: http://www.manpower.usmc.mil>CMT**
   cmt@usmc.mil

3. **E-mail: cmt@usmc.mil**